



অসম আভ্যন্তৰীণ জল পৰিবহন উন্নয়ন সমিতি

Assam Inland Water Transport Development Society

(An Autonomous Body under the Transport Department, Government of Assam)

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Notice No. AIWTDS/203/2019/41

Dated 16th October, 2019

Corrigendum-I

In reference to the tender notification no. AIWTDS/203/2019/21 dated 01.10.2019 for procurement **Consulting Services For verification of Disbursement Linked Indicators (DLIS) by independent verification agency for Assam IWT project** certain amendments enclosed as Annexure-A, have been incorporated in the bid document. Bidders are requested to take the note of these amendments prior to the submission of bid.

Annexure B contains the replies to the pre-bid queries sent by prospective bidders.

Enclosed: Annexure-A

Annexure-B

(Dhurbajyoti.Das, ACS)

Additional State Project Director, AIWTD Society

No. AIWTDS/203/2019/41 -A

Dated 16th October, 2019

Copy to:

- i) The Director, IWT Assam for information and also for publishing the Corrigendum-I in the website of DIWT www.iwtdirectorate.assam.gov.in
- ii) OSD to SPD, AIWTD Society for kind appraisal of the State Project Director
- iii) For publishing the Corrigendum-I in the website of AIWTD Society.

(Dhurbajyoti.Das, ACS)

Additional State Project Director, AIWTD Society

Annexure-A of Corrigendum No. 1

RFP No.: AIWTDS/203/2019/21

Date: 01.10.2019

Consulting Services For verification of Disbursement Linked Indicators (DLIS) by independent verification agency for Assam IWT project

Few provisions/annexures/tables of the RFP have been amended as below :

LAST DATE AND TIME FOR SUBMISSION OF PROPOSAL : 28-10-2019 at 14:00 HOURS

TIME AND DATE OF OPENING : 28-10-2019 at 16:30 HOURS

(All other provisions related to proposal submission & Opening date in the RFP stands amended as above)

Section 7. Terms of Reference

1.5 Part of the financing under the project is designed to use a Results Based Disbursement system in which disbursements are linked to achievement of a set of pre-agreed Disbursement Linked Indicators (or DLIs). As of now, the project has planned 15 (fifteen) DLIs of which 04(four) DLIs comprising of few stages are to be verified by IVA. However, in due course, the number of DLIs to be verified by IVA and the stages within the said DLIs may marginally change. The project has a DLI matrix, which defines the annual targets for the Disbursement Linked Indicators (DLIs) agreed between the AIWTDS and the World Bank as well as the mechanism, source and period of verification.

6. Deliverables and Schedules

Deliverables Timelines:

Sl. No.	Output	Schedule for completion
	<u>For the overall assignment:</u>	
1	An Inception Report including proposed Verification Plan	Within 1 month from contract signing with the IVA

2	An 'Assignment Completion Report' containing summary of work done and suggestions for strengthening the verification protocol and process including digitalization of the process for future use by GoA.	Within 1 month of completion of all DLI verifications
<i>For each of the 04no.s of DLIs to be independently verified:</i>		
3	Draft Verification Report for DLI/each stage of the DLI	Within 5 weeks from the communication of achievement for the DLI/stages of DLIs by AIWTDS
4	Final Verification Report for DLI/each stage of the DLI	Within 1 week from the receipt of the comments on the draft verification report, from AIWTDS and World Bank

7. Key Personnel

7.1. The following key personnel are expected to be deployed at the minimum to undertake the assignment:

Sl. No.	Key Personnel	Minimum qualification and Experience	Expected Person Months for the project duration
1	Team Leader cum Organisation Restructuring Expert	A Post-Graduate with at least 15 years' experience in IWT/Marine/Port sector policy administration, restructuring, reform and/or process assignments and industry regulation including safety, environmental and economic regulations; and experience of at least 2 assignments of similar nature (result verification) in the last 5 years.	2
2	Monitoring & Evaluation Expert	A Post-Graduate with at least 7 years' experience in project monitoring and evaluation; and experience of at least 2 assignments of similar nature (result verification) in the last 5 years.	1
3	Terminal Development Monitoring Expert	A Post-graduate in civil engineering with at least 10 years' in port terminal construction.	0.5
4	Vessel Expert	A Post Graduate in Marine Engineering/Naval Architecture with at least 10 years' experience in the manufacture, management, operation and safety of passenger/ freight vessels.	1
5	Field Support Staff (2 nos)	Engineering / diploma holders with minimum 5 years of working experience as Transport Analyst, and/or marine survey.	2.5

Note: All man months mentioned are indicative for the purpose of reference only. Consultants are expected to make their assessments based on the scope of work mentioned.

10. Payment Milestones

The payment under this assignment shall be made, after due acceptance of the deliverables by the society, as per the milestones detailed below:

SN	Deliverable	Percentage of the contract value
1	Inception Report including proposed Verification Plan	5%
2	Final verification report of the 04no.s of DLIs to be independently verified.	20 % for each DLI. (The 20% payment allocated for each DLI shall be proportionately divided among each stages of the particular DLI.)
3	'Assignment Completion Report' containing summary of work done and suggestions for strengthening the verification protocol and process for future use by GoA.	15%
Total		100%

Note: In case of reduction or addition of number of DLIs, the contract amount will be proportionately increased/decreased.

ANNEXURE-B

Disbursement Linked Indicators, Allocated Amounts and Verification Protocols

		DISBURSEMENT-LINKED RESULTS *				
DLI Indicators	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5
DLI 1 500 staff from DIWTA and / or private boat operators have been trained on best practices for navigation safety and modern technologies, with atleast 20% of them being registered private boat operators	Trainings have already started	Upon at least 50-125 staff from DIWTA and / or private boat operators (with atleast 20% of them being registered private boat operators)	Upon at least 50-125 staff from DIWTA and / or private boat operators (with atleast 20% of them being registered private boat operators)	Upon at least 50-125 staff from DIWTA and / or private boat operators (with atleast 20% of them being registered private boat operators)	Upon at least 50-125 staff from DIWTA and / or private boat operators (with atleast 20% of them being registered private boat operators)	Any residual staff from DIWTA and / or private boat operators, if any.
DLI 2 User satisfaction rates have increased 80% over [baseline] [for both women and men]	To be measured	5% to 25% from baseline	5% to 25% from Stage 1	5% to 25% from Stage 2	Any further increase to reach the 80% increase of User satisfaction over baseline	Any further increase to reach the 80% increase of User satisfaction over baseline
DLI 3 DIWTA and / or Assam Shipping Co. has / have received 20 vessels from the shipyards (corresponding to 50/100 pax capacity)	Delivery Not Commence	5 vessels received from/delivered by the shipyards.	5 vessels received from/delivered by the shipyards.	5 vessels received from/delivered by the shipyards.	5 vessels received from/delivered by the shipyards.	5 vessels received from/delivered by the shipyards.
DLI 4 -						

DISBURSEMENT-LINKED RESULTS *					
DLI Indicators	Baseline	DISBURSEMENT-LINKED RESULTS *			Stage 5
		Stage 1	Stage 2	Stage 3	
DIWTA has approved a total of 200 Matching Grants under the Jibondinga incentive scheme, with at least 5% of such Matching Grants being awarded to eligible women or self-help groups boat operators.	Jibondinga incentive scheme under formulation	50 to 63 matching grants approved, provided that, at all time, 5% of the approved Matching Grants have been awarded to eligible women or self-help group boat operators.	50 to 63 matching grants approved, provided that, at all time, 5% of the approved Matching Grants have been awarded to eligible women or self-help group boat operators.	50 to 63 matching grants approved, provided that, at all time, 5% of the approved Matching Grants have been awarded to eligible women or self-help group boat operators.	50 to 63 matching (residual to reach 200 grants) approved, provided that, at all time, 5% of the approved Matching Grants have been awarded to eligible women or self-help group boat operators.

Note : The Stages of DLIs mentioned above are not linked to a particular year and also the stages for different DLIs may coincide at the same times or may take place at different times. The stages are indicated only for the purpose of informing number of times a particular DLI is expected to be verified and the extent of verification expected.

Verification Protocol Table: Disbursement Linked Indicators

DLI 1	500 staff from DIWTA and / or private boat operators have been trained on best practices for navigation safety and modern technologies, with atleast 20% of them being registered private boat operators
Description	Tracks expected progress of training
Data source/ Agency	Training plan approved by DIWTA/AIWTDs, record on nominations and training approved and provided to staff and private sector on safety, emergency response, navigation etc
Verification Entity	Independent Verification Agency (IVA)
Procedure	<ul style="list-style-type: none"> Based on final training plan, the SPD/ASPD self-certifies approved Training plan for staff (including private sector). The trainings needed on safety, emergency response, and modern navigation technology etc. are clearly identified to help sector capacity. Training target specified in the DLIs are verified with confirmation by SPD/ASPD on actual trainings received by staff as well as the private sector (each of atleast 16 training hours), accompanied with list of participants, course agenda and training certificate. IVA later verifies the actual trainings received
DLI 2	User satisfaction rates have increased 80% over [baseline] [for both women and men]
Description	The indicator tracks the change in user satisfaction as ferry infrastructure and services are improved gradually.
Data source/ Agency	- Any existing or past study - Baseline Passenger Survey, ex-post evaluation etc
Verification Entity	IVA
Procedure	Customer Satisfaction Score (CSAT) is the most commonly used satisfaction method. customer satisfaction score can be calculated by adding up the sum of all scores and dividing the sum by the number of respondents.
DLI 3	DIWTA and / or Assam Shipping Co. has / have received 20 vessels from the shipyards (corresponding to 50/100 pax capacity)
Description	The indicator measures the introduction of better designed, safer and socially inclusive passenger ferry services
Data source/ Agency	Procurement Documents & Supply Documents.
Verification Entity	IVA

Procedure	<ul style="list-style-type: none"> The IVA to verify delivery / receipt, certification, and other related documents of class certified vessels conforming to bid specification (50/100 pax) as per the agreed delivery schedule.
DLI 4	DIWTA has approved a total of 200 Matching Grants under the Jibondinga incentive scheme, with at least 5% of such Matching Grants being awarded to eligible women or self-help groups boat operators.
Description	Measure the Grants and the effectiveness on the implementation of Jibondinga incentive scheme
Data source/ Agency	Scheme Documents, Beneficiaries eligibility documents and documents related to disbursement of grants/implementation.
Verification Entity	IVA
Procedure	<ul style="list-style-type: none"> Verify matching grants under the Jibondinga incentive scheme to eligible boat operators for retrofitting / new country boats disaggregated by gender, self-help groups to assess total number of approvals under the scheme for a respective stage. Verify Vessel registration certificate to establish ownership by gender.

Provision, 41.2Section 8. Conditions of Contract and Contract Forms (Lump-Sum)

The payment schedule:

The payment under this assignment shall be made, after due acceptance of the deliverables by the society, as per the milestones detailed below:

SN	Deliverable	Percentage of the contract value
1	Inception Report including proposed Verification Plan	5%
2	Final verification report of the 04no.s of DLIs to be independently verified.	20% for each DLI. (The 20% payment allocated for each DLI shall be proportionately divided among each stages of the particular DLI.)
3	'Assignment Completion Report' containing summary of work done and suggestions for strengthening the verification protocol and process for future use by GoA.	15%
Total		100%

Note: In case of reduction or addition of number of DLIs, the contract amount will be proportionately increased/decreased.

Annexure-B

RFP NIT No.: AIWTDS/203/2019/21

Date: 01.10.2019

Reply to the queries raised by Prospective Bidders

Sl. No.	Page No & Point/ CLAUSE No	Details as specified/as per RFB document	Requested Query/ Submission by prospective bidder	Reply
1	Page: 79 Section: 7 Terms of Reference Annexure: I	Disbursement Linked Indicators, Allocated Amounts and Verification Protocols	The disbursement is scheduled to take place in 5 stages. Can you please clarify that whether the project has started and when will the respective stages become applicable. How many field visits are required to be undertaken during the course of the assignment	Project has already started.
2			Is there any specified sample to be verified for each of the DLI?	Please refer to RFP document and ToR& Corrigendum-I
3			15 DLIs, 15 DLIs, 14 DLIs, 10 DLIs and 12 DLIs are required to be verified in the first, second, third, fourth and fifth year respectively. Can we increase the deployment as man months provided does not seem adequate based on the number of DLIs required to be verified in each stage.	Sample size should represent the actual Population/universe Please refer to RFP document and ToR& Corrigendum-I
5			Would it be possible to share the budget of the consultancy service?	
6	Page: 83-84 Section: 7	DLI 2 -DIWTA staff and private boat operators trained and	We request client to share the sample coverage for each of these	Please refer to RFP document and ToR& Corrigendum-I.

	<p>Terms of Reference Annexure: I</p> <p>Disbursement Linked Indicators, Allocated Amounts and Verification Protocols</p>	<p>qualified for modern and safe sector needs</p> <p>DLI 3 -Overloading (as ratio of average actual occupancy to registered passenger capacity) during peak hours - on project supported ferry routes</p> <p>DLI 4- User Satisfaction (on access, safety, quality of services, facilities etc) disaggregated by Gender on project supported Ferry routes</p>	<p>3 DLIs as they have a direct bearing for Man Month estimation for Non Key Experts</p>	<p>Sample size should represent the actual Population/universe</p>
7	<p>Page: 82</p> <p>Section: 7</p> <p>Terms of Reference</p>	<p>9. Reporting</p> <p>9.1. The IVA shall carry out the assignment under the overall supervision of the State Project Director, AIWTDS. However, day to day activates for the verification process shall be managed and coordinated by the Additional State Project Director, AIWTDS cum Director, IWT Assam.</p>	<p>We understand that the Key experts would be meeting AIWTDS officials in Guwahati as per need and there is no need of Key experts being based out Guwahati itself.</p>	<p>The understanding is correct.</p>
8	<p>Page: 128</p> <p>III. Special Conditions of Contract</p> <p>Clause No: 41.2</p>	<p>Disbursement Linked Indicators, Allocated Amounts and Verification Protocols</p> <p>Payment schedule:</p>	<p>All DLIs do not have stage wise progress i.e from stage 1 to Stage 5.</p> <p>For example, DLI 8 does not have progress indicator for stage 3 and</p>	<p>Please refer to RFP document and ToR& Corrigendum-I.</p> <p>Payment schedule will be adjusted as per the applicable</p>

			<p>Stage 4. DLI 13 and 14 does not have progress indicator for stage 4 and Stage 5.</p> <p>Since it is mentioned that 6% payment allocated for each DLI shall be proportionately divided among each stages of the particular DLI, we assume that the payment schedule will be adjusted as per the applicable number of stage wise progress indicator of each DLI.</p>	number of stage wise progress indicator of each DLI.
9	Page: 3 Invitation of Proposal	Proposals must be submitted latest by 21st October, 2019, 14:00 hours IST.	<p>We would like to request you to extend the submission date by atleast 5 to 7 days to enable us to prepare a competitive and technically-responsive proposal.</p>	Please refer to Corrigendum-I.
10	Page: 36 Section 2. Instructions to Consultants E. Data Sheet Clause No. 10.1 (1)	Power of Attorney to sign the Proposal	<p>Please specify if the Power of Attorney has to be provided on the Consultant's official letterhead, or if it should be notarized on non-judicial stamp paper (please also clarify the value of the stamp paper required)</p>	Power of Attorney has to be provided on the non-judicial stamp paper . The value of the stamp paper should be as per statutory requirement
11	Page: 36 Section 2. Instructions to Consultants E. Data Sheet Clause No. 10.1 (8)	TECH-7 Code of Conduct (ESHS) [The Consultant shall submit the Code of Conduct that will apply to the Consultant's Key Experts and Non-Key Experts, to ensure compliance with good Environmental, Social, Health and Safety (ESHS) practice. In addition, the Consultant shall	Please clarify if TECH-7 is applicable for us.	Please refer to RFP document

		<p>submit an outline of how this Code of Conduct will be implemented. The successful Consultant shall be required to implement the agreed Code of Conduct upon contract award.]</p>		
12	<p>Page: 36 Section 2. Instructions to Consultants E. Data Sheet 2nd Inner Envelope with the Financial Proposal (if applicable) Clause No. 10.1 (5)</p>	<p>Statement of Undertaking (if required under Data Sheet 10.2 below)</p>	<p>The RFP does not include any specific format for the Statement of Undertaking. Please confirm the content to be incorporated in the undertaking.</p>	<p>Form TECH-1 is considered as Statement of Undertaking.</p>
13	<p>Page: 37 Section 2. Instructions to Consultants E. Data Sheet Clause No. 14.1.2</p>	<p>Estimated input of Key Experts' time-input: 25 person-months</p>	<p>We feel the estimate of key expert input for the project is less considering it is a 5 years project and verification of at least 15 DLLs will have to be undertaken in 5 stages. We would request you to suitably revise the same.</p>	<p>Please refer to Corrigendum-I and the "Note" under provision 7.1 (Key Personnel)</p>
14	<p>Page: 40 Section 2. Instructions to Consultants E. Data Sheet Clause No. 21.1(for FTP)</p>	<p>Part- B I. Specific Experience Of The Consultant (<i>As A Firm</i>) Relevant To The Assignment [For maximum marks – i) 1 similar assignment - 2 marks for each assignment upto maximum of 3 (Three) similar</p>	<p>We request you to consider similar assignments executed in the last 12 years.</p>	<p>Please refer to RFP document Corrigendum-I.</p>

		<p>assignments executed in the last 5 years</p>	
15	<p>Page: 41 Section 2. Instructions to Consultants E. Data Sheet Clause No. 21.1(for FTP)</p>	<p>Sub-Criteria & Percentage Weights for Key Experts 2. Adequacy for the Assignment (relevant experience in the sector/similar assignments) as specified for each key expert position in TOR.</p>	<p>Please refer to RFP document Corrigendum-1.</p>
16	<p>Page: 41 Section 2. Instructions to Consultants E. Data Sheet Clause No. 21.1(for FTP)</p>	<p>Sub-Criteria & Percentage Weights for Key Experts 3. Relevant experience in the region (working level fluency in local language(s)/knowledge of local culture, administrative system, and state government) for each key expert in TOR.</p>	<p>We understand that even general experience of the expert in the Northeast region will be considered here. Please confirm</p> <p>General experience of the expert in the Northeast region will be considered.</p>
17	<p>Page: 57 Section 3. Technical Proposal – Standard Forms</p>	<p>Form Tech-6 (Continued) Curriculum Vitae (CV)</p>	<p>We request you to allow using scanned/ digital signature of proposed experts, in case the expert is not physically available to sign his CV.</p> <p>Insertion of Scanned Signature is not allowed.</p>
18	<p>Page: 68 Section 4. Financial Proposal – Standard Forms</p>	<p>Sample Form</p>	<p>Should this sample form be completed and attached with the financial proposal. Please advice.</p> <p>Yes.</p>

19	<p>Page: 69 Section 4. Financial Proposal - Standard Forms</p>	<p>Consultant's Representations Regarding Costs and Charges (Model Form I)</p>	<p>Should this model form be completed and attached with the financial proposal. Please advise.</p>	<p>Yes.</p>
20	<p>Page: 76 Section 7. Terms of Reference 3. Scope of Services</p>	<p>3.3 Develop clear understanding on the DLIs under different types of intervention, check completeness of data provided by AIWTDS, and to identify additional data requirement if any; methodology for conducting specific DLI verification protocol achievements; results reporting and feedback, and advise on the methodology and formats to capture the information required including digitalization of the processes for reliable and continued database management.</p>	<p>Kindly clarify the scope under digitisation of processes.</p>	<p>Please refer to RFP document Corrigendum-I.</p>
21	<p>Page: 78 Section 7. Terms of Reference 5. Sequence of activities</p>	<p>5.1. The AIWTDS shall inform the IVA consultant on achievement of the DLI(s) or the particular stages of the DLI(s). The consultant is expected to mobilize and deploy its team in order to carry out the DLI verification process. In normal circumstances, during the project lifecycle, the verification cycle is expected to be bi-annual.</p>	<p>We request you to intimate us about the date to take up the verification process at least 15 days in advance so that it is convenient for to mobilize timely consultant mobilise all experts in a timely manner.</p>	<p>Not considered as query from bidder.</p>

22	Page: 81 Section 7. Terms of Reference 7. Key Personnel	(1) Team Leader cum Organisation Restructuring Expert (3) Terminal Development Monitoring expert (4) Vessel expert	We request you to consider the expert from all related fields for each of these 3 positions	Not considered as query from bidder.
23	Page: 81 Section 7. Terms of Reference 7. Key Personnel		Considering the scope of work, we request you to include 2 additional positions of Statistician and Documentation expert in the team of key personnel.	Not considered as query from bidder.
24	Page: 82 Section 7. Terms of Reference 8. Consultancy duration	8.1. The overall duration of the assignment shall be five years	We understand that the consultant does not need to establish project office Guwahati nor it is mandatory to permanently station all key personnel at Guwahati full time. Kindly confirm.	Upto bidder.



(Dhurbajyoti.Das, ACS)

Additional State Project Director, AIWTD Society